

**BOARD OF SELECTMEN MEETING MINUTES
TOWN OF EPPING, NEW HAMPSHIRE
June 17, 2019**



ATTENDANCE

Chairman Adam Munguia; Selectmen Bob Jordan, Cody Belanger and Joe Trombley; Town Administrator Gregory C. Dodge; Executive Secretary Joyce Blanchard; Mike Yergeau was excused.

CALL TO ORDER

Chairman Munguia called the public session to order at 6:30 pm at the Epping Town Hall.

ENTER IN TO NON-PUBLIC 91:A II. (a)(b)

Motion by Selectman Jordan to enter in to Non-Public Session. Seconded by Selectman Trombley. Motion carried 5-0. Roll call vote was taken and carried unanimously.

Motion by Selectman Belanger to exit the Non-Public Session. Seconded by Selectman Jordan. Motion carried 4-0.

PUBLIC SESSION

Chairman Munguia called the public session to reconvene at 7:00 PM at the Epping Town Hall.

PAYROLL MANIFEST

Payroll manifest for pay period ending 6/13/2019 in the amount of \$124,227.47 was submitted for approval.

Motion by Selectman Belanger to approve the payroll manifest for pay period ending 6/13/2019 in the amount of \$124,227.47. Seconded by Selectman Jordan. Motion carried 4-0.

ACCOUNTS PAYABLE MANIFEST

Accounts payable manifest for week ending 6/13/2019 at \$520,557.90; \$357,120.89 is for the WWTF Upgrades, \$17,987.29 is for the library addition and \$145,449.72 is for the town was submitted for approval.

Motion by Selectman Jordan to approve the accounts payable manifest for period ending 6/13/2019 at \$520,557.90. Seconded by Selectman Belanger. Motion carried 4-0.

MINUTES

Minutes from the June 3, 2019 Selectmen's meeting was submitted for approval.

Motion by Selectman Belanger to accept the minutes from the June 3, 2019 Selectmen's meeting. Seconded by Selectman Jordan. Motion carried 4-0.

PAYROLL MANIFEST

BUSINESS

FIRE

Request to hire Mark Brightman for a full-time firefighter/advance EMT at \$19.57 was submitted for approval. Mr. Brightman's start date will be June 30th.

Motion by Selectman Jordan to approve the hiring of Mark Brightman for a full-time firefighter/advance EMT at \$19.57. Seconded by Selectman Belanger. Motion carried 4-0.

RECREATION

Request to hire/promote Tim Norton as a Full Time Youth Program Coordinator at \$18.00 an hour, and rehire Stephanie Hasselback for the Summer Musical Theater Camp choreographer/voice instructor receiving a \$250 stipend, Greg Dixon for the Summer Musical Theater Camp as an assistant receiving a \$1,020 stipend, Katie Gifford for the Summer Musical Theater Camp as the director receiving a \$2,000 stipend and Brian Miskinis and Erin Downing as Summer Musical Theater Camp assistants receiving a \$660 stipend were submitted for approval.

Motion by Selectman Jordan to approve the hiring/promotion Tim Norton as a Full Time Youth Program Coordinator at \$18.00 an hour, and rehires of Stephanie Hasselback for the Summer Musical Theater Camp choreographer/voice instructor receiving a \$250 stipend, Greg Dixon for the Summer Musical Theater Camp as an assistant receiving a \$1,020 stipend, Katie Gifford for the Summer Musical Theater Camp as the director receiving a \$2,000 stipend and Brian Miskinis and Erin Downing as Summer Musical Theater Camp assistants receiving a \$660 stipend. Seconded by Selectman Belanger. Motion carried 4-0.

DPW

Purchase Order #203 to Bedford Sealcoating for crack repair on Coffin Road, Jacob's Well Road, Main Street, Fogg Road and a portion of North River Road in the amount of \$18,000 was submitted for approval. The road list is taken from the Rockingham County Report.

Motion by Selectman Belanger to approve purchase order #203 to Bedford Sealcoating for crack repair on Coffin Road, Jacob's Well Road, Main Street, Fogg Road and a portion of North River Road in the amount of \$18,000. Seconded by Selectman Jordan. Motion carried 4-0.

Purchase Order #201 to Meridian Land Service for the redesign of the Ordione Lane entrance in the amount of \$2,500 was submitted for approval.

Motion by Selectman Belanger to approve purchase order #201 to Meridian Land Service for the redesign of the Ordione Lane entrance in the amount of \$2,500. Seconded by Selectman Jordan. Motion carried 4-0.

Road Supervisor David Reinhold explained to the Board of Selectmen his next project will be on Jannell Court. He would like to have the drainage fixed before the gas lines go through.

Town Administrator Gregory C. Dodge thanked Road Supervisor David Reinhold and the road crew for unloading the new tables from the truck when they were delivered last week. Mr. Reinhold and DPW Director Dennis Koch worked the next day putting the tables together. They were all appreciated.

7:15 NEW ENGLAND SOLAR GARDEN CORPORATION

Andrew Kellar from New England Solar Garden Corporation explained the proposed solar project on town land at 256 Exeter Road, map and lot 038-025. The information shared covered the involvement of DES and EPA, land lease and the tax structure. This could be a pilot program in lieu of taxes versus the amount of the lease based on the revenue.

Motion by Selectman Belanger to enter into a 60 day non-binding feasibility study exclusive to this parcel contingent on legal review and giving permission to the Town Administrator Gregory C. Dodge to sign the agreement on behalf of the Board of Selectmen. Seconded by Selectman Trombley. Motion carried 4-0.

LIBRARY UPDATE

Charlie Goodspeed reviewed the construction in progress at the library and contracts. He is very happy with the contractors, their crews and the work being done. Modification to the stairs, trusses and framing work was discussed. The bricks on the front stairway are falling apart and should be fixed. That amount will come out of the library maintenance budget.

Motion by Selectman Belanger to approve purchase order #204 to EnviroVantage for remediation of asbestos from the HMML building in the amount of \$2,950. Seconded by Selectman Trombley. Motion carried 4-0.

Motion by Selectman Belanger giving the Town Administrator Gregory C. Dodge permission to sign the EnviroVantage contract on behalf of the Board of Selectmen. Seconded by Selectman Trombley. Motion carried 4-0.

RECREATION CON'T

A list of Summer Staff Pay Rate Increases for 2019 were submitted for approval, please see attached list.

Motion by Selectman Jordan to approve the 2019 rate increases for the summer staff. Seconded by Selectman Belanger. Motion carried 4-0.

JUNKYARD LICENSE

Application for renewal of a Junkyard License for Tibor Toth on 47 Jenness Road as Epping Auto Salvage and Epping Auto Sales was submitted for approval. Inspection was done and a letter provided information from Code Enforcer Brittany Howard.

Motion by Selectman Belanger to approve the renewal of a Junkyard License for Tibor Toth on 47 Jenness Road as Epping Auto Salvage and Epping Auto Sales. Seconded by Selectman Jordan. Motion carried 4-0.

FINANCE

The annual State of New Hampshire Financial Report MS-535 from the auditors was submitted for signatures.

Motion by Selectman Jordan to accept and sign the annual State of New Hampshire Financial Report MS-535 from the auditors. Seconded by Selectman Trombley. Motion carried 4-0.

New Hampshire Retirement form creating an account number for a new town position was submitted for signatures.

Motion by Selectman Belanger to accept and sign New Hampshire Retirement form creating an account number for a new town position. Seconded by Selectman Jordan. Motion carried 4-0.

YIELD TAX

Timber Tax Levy for Route 125 & 101 Investments, map and lot 029-283-5+6 in the amount of \$155.59 was submitted for approval.

Motion by Selectman Belanger to approve the Timber Tax Levy for Route 125 & 101 Investments, map and lot 029-283-5+6 in the amount of \$155.59. Seconded by Selectman Jordan. Motion carried 4-0.

Timber Tax Levy for Donna Boutin Real Estate LLC, map and lot 023-036 in the amount of \$102.84 was submitted for approval.

Motion by Selectman Belanger to approve the Timber Tax Levy for Donna Boutin Real Estate LLC, map and lot 023-036 in the amount of \$102.84. Seconded by Selectman Jordan. Motion carried 4-0.

INTENT TO CUT

Intent to Cut for EHNR Realty Development on Fogg Road, map and lot 022-082-001 was submitted for approval.

Motion by Selectman Belanger to approve the Intent to Cut for EHNR Realty Development on Fogg Road, map and lot 022-082-001. Seconded by Selectman Jordan. Motion carried 4-0.

Intent to Cut for First Fruit Developers on Jenness Road, map and lot 028-013 was submitted for approval.

Motion by Selectman Belanger to approve the Intent to Cut for First Fruit Developers on Jenness Road, map and lot 028-013. Seconded by Selectman Jordan. Motion carried 4-0.

ETV

Purchase Order #202 to Certified Computers Solutions for ETV Laptop in the amount of \$1,905.00 was submitted for approval.

Motion by Selectman Jordan to approve the Purchase Order #202 to Certified Computers Solutions for an ETV Laptop in the amount of \$1,905.00. Seconded by Selectman Belanger. Motion carried 4-0.

ADMINISTRATOR'S REPORT

Town Administrator Gregory C. Dodge

Town Administrator Gregory C. Dodge explained that Joe Foley needs to be appointed to the Rockingham Planning Commission. There are 2 openings if anyone else is interested.

Motion by Selectman Belanger to appoint Joe Foley to the Rockingham Planning Commission. Seconded by Selectman Jordan. Motion carried 4-0.

Town Administrator Gregory C. Dodge announced the tax bills are due on July 1st. The Town Hall will be closed July 4th and 5th. Mr. Dodge is going to try to keep the July 1st meeting to a minimum.

Town Administrator Gregory C. Dodge explained the tax deed list has been sent to the Board of Selectman for review. Please let Mr. Dodge know how they feel about moving forward and taking the deeds.

INDIVIDUAL SELECTMEN'S REPORTS

Selectman Belanger

Selectman Belanger announced his trip to Washington DC to meet with Congressman Chris Pappas and the Juvenile Justice Organization he is part of. He reached out to the Water and Sewer Department asking them if they had anything he should discuss with the congressman. Do the Selectmen have any items for discussion?

Selectman Yergeau

Excused

Joe Trombley

Joe Trombley is happy the library project is moving forward. It's slower than what he was hoping, but now the AIA contracts have been streamlined by the Town Administrator things are going better.

Selectman Jordan

No Report

Selectman Belanger mentioned the Executive Council and Governor will be meeting on Wednesday to set the dates for the special election.

Selectman Munguia

Selectman Munguia would like to schedule some informational sessions regarding the Granite Bridge Project.

ADJOURN

Motion by Selectman Belanger to adjourn. Seconded by Selectman Jordan. Motion carried 4-0.

Meeting was adjourned at 9:15 PM.

Respectfully submitted,

**Joyce Blanchard
Executive Secretary**

Adam Munguia, Chairman

Bob Jordan, Selectman

Cody Belanger, Selectman

Joe Trombley, Selectman

Date 6/17/2019